

"News You Can Use"

May 20, 2004

(Issue 121)

Version 2.0 Release - Following this newsletter, we will release a new version of software to all QVF sites. The new version contains several important improvements. We will highlight the most significant ones in this communication. The release notes describe all changes not covered in this communication. To access the release notes, click on Help from the Main QVF menu, then select Release Notes.

We have begun the process of modernizing the QVF and providing enhancements that users have requested and the Help America Vote Act (HAVA) requires. The look and feel of the QVF system has begun to reflect some of the programming queues found in most mainstream Windows based applications. For example, in this new version, the QVF inherits the coloring scheme directly from the settings found in your computer's "Display Properties" module.

A notable "look and feel" change was also made to the Reports module. This change will allow the user to select all reports (previously found in separate modules) from one screen through a "tree list" of available reports. The old pick list and drop down menus also still remain. This will allow for seamless transitioning between reports, resulting in fewer clicks for users.

The final change that we will cover in this edition of News You Can Use discusses the new Street Index Change Request Form Submission module. The Submission module allows the user to create Street Index Change Request forms on line directly from the QVF. This works very much like the on-line update process users used to have, yet allows us to maintain the integrity of the Street Index data. The forms contain special encoding that allows the completed form to be faxed into an electronic inbox where Center for Geographic Information (CGI) staff can review and make the requested changes almost immediately.

QVF/Windows - Common Color Scheme

Version 1.81



Version 2.0



In version 2.0 you will immediately notice some changes with the color scheme. The blue font on white background has been replaced with your windows default scheme. The color scheme may be changed to suit your preferences.

Adjusting Your Computer's Display Properties

Use Display in Control Panel to select a desktop theme, customize your desktop, and modify display settings. You can access the Control Panel by:

- Click on the **Start** Button
- Click on **Settings**
- Click on **Control Panel**
- Double-click on **Display**
- Click on **Appearance**
- Select desired scheme from the **Scheme** drop-down
- Click **Ok**

Select a theme to define the overall appearance of your desktop. A theme determines your background, screen saver, window fonts, colors and three-dimensional effects in windows and dialog boxes, the look of icons and mouse

pointers, and sounds. You can customize a theme by changing individual elements. The following will step you through this more advanced option.

Click on the **Start** Button

Click on **Settings**

Click on **Control Panel**

Double-click on **Display**

Click on **Appearance**

On the **Appearance** tab, in the **Item** list, select the element you want to change

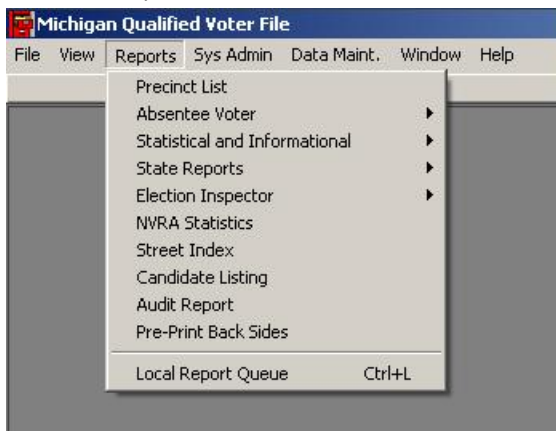
Adjust the appropriate settings, such as color, font, or font size.

Click **Ok**

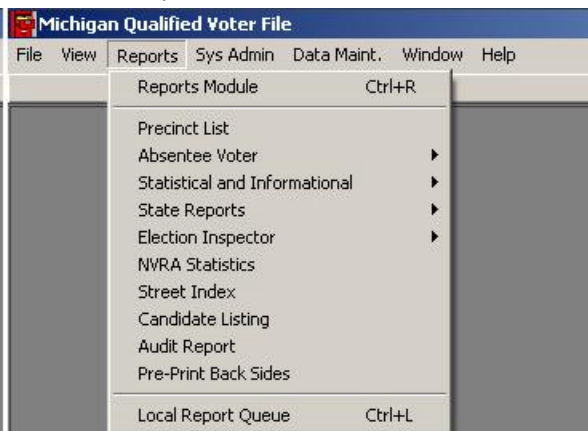
****Note:** The Font area will be unavailable for elements in the Item list that do not display text.

The Reports Module

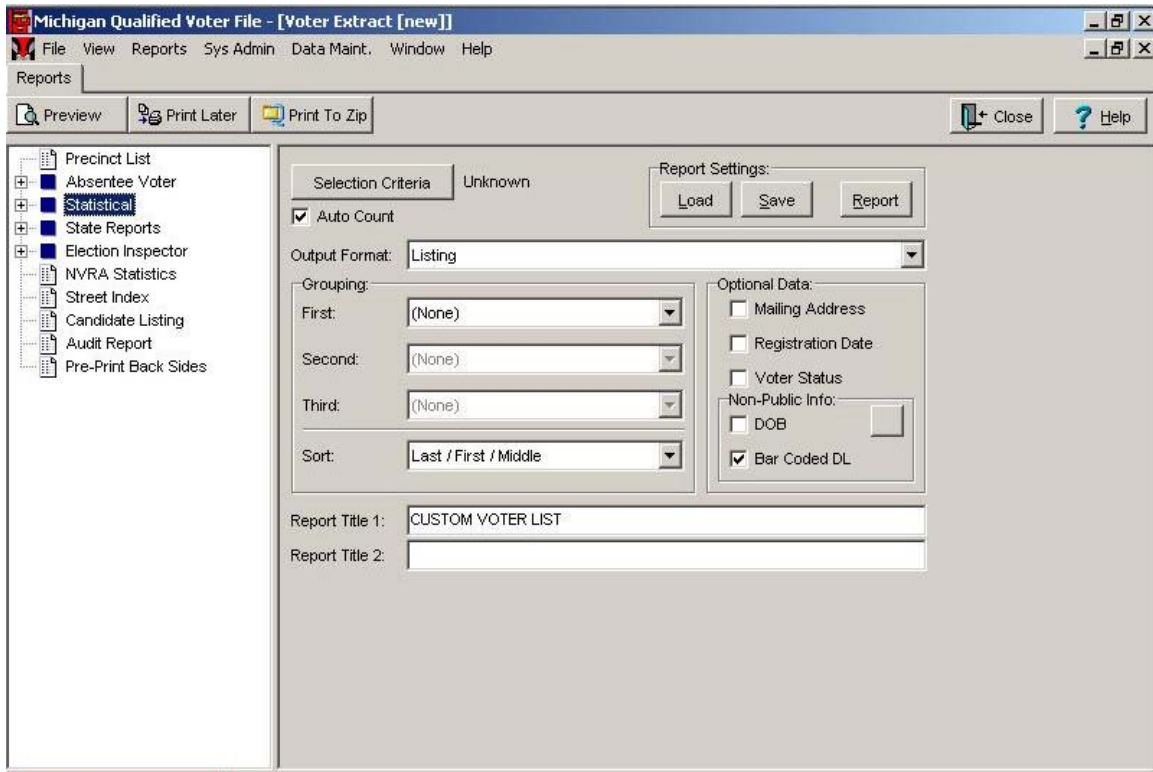
Version 1.81



Version 2.0



Version 2.0 contains a significant change to the Reports module. Reports are grouped in a "tree" on one main screen, allowing the user to change from one report to another easily. ****Note:** Reports may still be accessed through the Reports Menu drop-down as before.



****Note:** On the left-hand side of the screen, you will notice a tree-like listing of your available reports. You can expand/collapse different report containers by clicking on the + or - symbols to the left of the desired container. Reports are selected by clicking on the report name. Selecting reports from the tree will display the desired report module on the right-hand side of the screen.

Using the Reports Module

Click on **Reports**

Click on **Reports Module**






Click on a report


Set up your report on the right-hand side of the screen


Click the **Preview** button to generate the report


Click **Close** to exit the Preview screen.

STREET INDEX LISTING

















93 %








1



















































































05/20/2004

STREET INDEX LISTING

1

JURISDICTION: ALCONA TOWNSHIP

Date	St. Range		Odd/ Ext Range		Zip	Precincts			Districts				Vill	Splits				
	Low	High	Even	Low High		Jurs	Schl	Vill	Con	Hse	Sen	Com	Schl	Con	Hse	Sen	Com	
W ALGER SMITH RDG, BLACK RIVER, 48721																		
05/11/2004	5300	5600	B		48721	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
ANDERSON RD, SPRUCE, 48762																		
05/11/2004	5000	5500	B		48762	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
ASH RD, LINCOLN, 48742																		
03/25/2002	4000	4499	B		48742	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
BALLI RD, SPRUCE, 48762																		
10/30/2002	1	700	B		48762	00001	00002		01	106	36	01	ALCONA COMMUNITY					
N BARLOW RD, BLACK RIVER, 48721																		
05/22/2003	4001	5500	B		48721	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
N BARLOW RD, SPRUCE, 48762																		
03/25/2002	5502	6400	E		48762	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
BAYWOOD CT, HUBBARD LAKE, 49747																		
03/25/2002	1400	1599	B		49747	00001	00002		01	106	36	01	ALCONA COMMUNITY					
BEAVER DAM TRI, HUBBARD LAKE, 49747																		
05/12/2003	1500	2399	B		49747	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
BEECH ST, SPRUCE, 48762																		
03/25/2002	1	99	B		48762	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
BLACK BEAR TRI, LINCOLN, 48742																		
03/25/2002	4100	4499	B		48742	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
E BLACK RIVER RD, BLACK RIVER, 48721																		
03/25/2002	3000	5599	B		48721	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
BLACK RIVER RD, BLACK RIVER, 48721																		
10/30/2002	2300	2998	E		48721	00001	00002		01	106	36	01	ALCONA COMMUNITY	N	N	N	N	
BOUCHARD RD, BLACK RIVER, 48721																		

Page 1

The following new icons can be found on the upper-left hand side of the Preview screen:



Print the Report to Paper

Clicking will display the Print window. From there you can specify which pages to print, which printer to use, or you can just click the OK button to print the report.



Generate PDF File

Clicking will display the Save As screen. You can either specify a name for the PDF file or use the default name and just click Save to create the file. **Note: Including the PDF option is a major software enhancement. Any Report, including the precinct list, can be generated in a PDF format and printed wherever Adobe Acrobat software is available. The PDF file format also preserves the original look reports have when printed to paper but allows the user to have a digital copy that can be easily e-mailed.**



Generate Text File

Clicking will display the Save As screen. You can either specify a name for the CSV file or use the default name and just click Save to create the file. You should utilize this function if you intend to save this file to CD-R. (CSV: Comma Separated Values)



Generate Zip Disks

Clicking will display the Write QVF Data to Zip Disks screen. Specify the Network drive or Disk drive (only the CD burner or Floppy drive may be selected) by clicking the drop-down box named Destination Drive; Select the drive by clicking on it from the drop-down. You also are provided the option to include a Row Header file and Unzip Program on the disk; these options may be selected by checking off the appropriate option boxes. Clicking OK will save the files to disk.



Send to Local Report Queue

Clicking will send the displayed report to the Report Queue to be retrieved at a later time.

Street Index Module

Michigan Qualified Voter File - [Street Index Lookup]

File View Reports Sys Admin Data Maint. Window Help

Street Index Lookup

Edit New Delete Aliases Close Help

County: INGHAM (33) Jurisdiction: ALAIEDON TOWNSHIP (0080) Search

Number: Street: NTH: PO City: Zip Code:

Name	Jurisdiction	Numbers	Extensions	Zip Code	County
ALAIEDON PKWY	ALAIEDON TOWNSHIP	3400-3599		48864	INGHAM
BALDWIN RD	ALAIEDON TOWNSHIP	500-649		48854	INGHAM
BUTTON RD	ALAIEDON TOWNSHIP	200-999		48864	INGHAM
N CEDAR RD	ALAIEDON TOWNSHIP	519-801 O		48854	INGHAM
N CEDAR ST	ALAIEDON TOWNSHIP	519-801 O		48854	INGHAM
CHERITHBROOK DR	ALAIEDON TOWNSHIP	2521-2961 O		48854	INGHAM
CHERITHBROOK DR	ALAIEDON TOWNSHIP	2820-2962 E		48854	INGHAM
N COLLEGE RD	ALAIEDON TOWNSHIP	500-1998 E		48854	INGHAM
COLLEGE RD	ALAIEDON TOWNSHIP	2000-3498 E		48842	INGHAM
DARLING RD	ALAIEDON TOWNSHIP	1800-2899		48854	INGHAM
DART RD	ALAIEDON TOWNSHIP	500-999		48854	INGHAM
DOBIE RD	ALAIEDON TOWNSHIP	2000-2372 E		48854	INGHAM
DOBIE RD	ALAIEDON TOWNSHIP	2001-2365 O		48854	INGHAM
DOBIE RD	ALAIEDON TOWNSHIP	2367-3299 O		48854	INGHAM
DOBIE RD	ALAIEDON TOWNSHIP	2374-3298 E		48854	INGHAM
DOBIE RD	ALAIEDON TOWNSHIP	3300-3499		48864	INGHAM
N EVERY RD	ALAIEDON TOWNSHIP	500-1498 E		48854	INGHAM
N EVERY RD	ALAIEDON TOWNSHIP	501-1499 O		48854	INGHAM

ALAIEDON PKWY

Version 2.0 allows the user to generate printed change request forms from the QVF GUI that are pre-coded for your jurisdiction. These forms, when faxed to the State, are digitally recognized and queued for review by CGI staff. Follow the appropriate directions below to generate the desired form.

Existing Values:		Revised Values:	
County	[None]	INGHAM (33)	
Jurisdiction	[None]	AURELIUS TOWNSHIP (042)	
Prefix	[None]		
Street Name	[None]	TEST	
Street Type	[None]		
Street Suffix	[None]		
Parity	[None]	ALL	
Street Range	[None] - [None]	1	5
Ext. Range	[None] - [None]		
Zip Code	[None]	48854	
Districts:			
Congress:	[None]	08	
State House:	[None]	067	
State Sen:	[None]	23	

Note: Use the drop-down values whenever possible to complete the form. The scroll bar located on the right of the screen allows the user to scroll to fields located near the bottom of the form, including the "Your Comments" field. The Your Comments field can be used to add detail to change requests that require more clarity.

Generating a Street Index Change Request Form to Edit an Existing Street

Click on **Data Maint.** From the QVF main menu

Click on **Street Index Lookup**

Enter information for the street that you would like to modify in the search field(s).

Click **Search**

Select the range that you wish to edit

Click **Edit**

Click **OK** to print the form

Generating a Street Index Change Request Form to Add a New Street

Click on **Data Maint.** From the QVF main menu

Click on **Street Index Lookup**

Click on **New**

Click **OK** after entering the required fields

Generating a Street Index Change Request Form to Delete an Existing Street

Click on **Data Maint.** From the QVF main menu

Click on **Street Index Lookup**

Enter information for the street that you would like to delete in the search field(s).

Click **Search**

Select the range that you wish to delete

Click **Delete**

Click **OK**

All Street Index Change Requests **MUST** be faxed to the special fax number located on the bottom of the submission form. Submissions faxed to other fax numbers will be delayed or require resubmission. Faxes sent to the number on the bottom of the submission form are received into a digital inbox. Special encoding on the form routes your request to the State employee assigned to your region. Note: All street index change requests will require sign-off by all parties involved. Please make sure you have the required signatures.

This version of software was developed using a new version of Delphi, a major backend component of the QVF. It has allowed us to make vital changes to the software as well as provide the opportunity for further expansion in the future. If you have questions, comments or would like to report a bug, please feel free to contact the Helpdesk by email at ADMIN4@MIQVF.ORG or by calling 1-800-310-5697.

QVF "Equipment Inventory Module" Disabled:

The "equipment inventory module" will be temporarily disabled in order for our programmers to redesign it. We will create a more usable and useful format. The equipment inventory module will be changed to more fully meet our collective needs as jurisdictions receive new voting equipment under the HAVA provisions. If your jurisdiction is one of the few that have information listed in this module, please print it off for reference. We will not delete this information from the QVF, but it will not be available for a while.